

CHAPTER 19
GENERAL ADMINISTRATION
[Prior to 11/5/86, Merit Employment Department [570]]

581—19.1(19A) State system of personnel. Rescinded IAB 9/17/03, effective 9/2/03; see 11—Ch 1.

581—19.2(17A) Petition for declaratory order. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.3(17A) Notice of petition. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.4(17A) Intervention. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.5(17A) Briefs. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.6(17A) Inquiries. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.7(17A) Service and filing of petitions and other papers. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.8(17A) Informal meeting. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.9(17A) Action on petition. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.10(17A) Refusal to issue order. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.11(17A) Contents of declaratory order—effective date. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.12(17A) Copies of orders. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.13(17A) Effect of a declaratory order. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 8.

581—19.14(17A,19A) Petition for rule making. Rescinded IAB 11/26/03, effective 2/11/04; see 11—Ch 5.

581—19.15 Reserved.

581—19.16(19A) Drug use and drug tests.

19.16(1) Policy. Employees shall not report to work while under the influence of alcohol or illegal drugs. The unauthorized use, possession, sale, purchase, manufacture, distribution, or transfer of any illegal drug or alcoholic beverage while engaged in state business or on state property is prohibited. Employees who violate this policy are subject to disciplinary action up to and including discharge.

19.16(2) Definition and applicability.

a. “Drug test” means any blood, urine, saliva, chemical, or skin tissue test conducted for the purpose of detecting the presence of a chemical substance in an individual. These rules authorize only the use of urinalysis tests for this purpose. Other methods of drug testing are prohibited.

b. These rules do not apply to drug tests required under federal statutes, drug tests conducted pursuant to a nuclear regulatory commission policy statement, or drug tests conducted to determine if an employee is ineligible to receive workers’ compensation under Iowa Code section 85.16, subsection 2.

19.16(3) Preemployment drug tests. A urinalysis drug test may be performed as part of a preemployment physical only for department of corrections correctional officer positions. Application materials for these positions shall include clear notice that a drug test is part of the preemployment physical. Requirements for these tests are as follows:

a. A urine sample will be collected during the preemployment physical examination.

b. The sample container will include identification for chain of custody purposes that does not include any part of the applicant’s name or social security number.

c. The container will be transported directly from the site of the physical examination to a laboratory or other testing facility. Samples may be transported via certified mail or courier service.

d. The sample will be tested and retained by the laboratory or other testing facility for a minimum of 30 days. The applicant may have the sample analyzed, at the applicant’s expense, by a laboratory or other testing facility approved in accordance with the administrative rules of the department of public health.

e. Each drug test will include an initial screen and a confirmation of positive results. The initial screening test may utilize immunoassay, thin layer, high performance liquid or gas chromatography, or an equivalent technology. If the initial test utilizes immunoassay, the test kit must meet the requirements of the Food and Drug Administration. All confirmation tests will be done by Gas Chromatography - Mass Spectrometry (GC-MS) at a laboratory or other testing facility approved in accordance with the administrative rules of the department of public health.

f. At a minimum, tests will screen for marijuana, cocaine, and amphetamines.

g. Procedures for obtaining, sealing, identifying, transporting, storing, and retention of samples shall protect the chain of custody and the viability of the sample, and shall comply with department of public health administrative rules.

h. The laboratory or other testing facility shall report the results of the drug tests to the appointing authority. The confidentiality of the information shall be protected by all parties.

i. The appointing authority shall provide an applicant an opportunity to rebut or explain the results of a positive drug test by administering a pretest questionnaire or arranging a posttest conference with the applicant.

j. A positive confirmation drug test will disqualify an applicant from further consideration and hire for department of corrections correctional officer positions.

19.16(4) Employee drug tests. Drug testing of employees is prohibited except as provided in subrule 19.5(2), paragraph “b.”

These rules are intended to implement Iowa Code chapter 17A amended by 1998 Iowa Acts, chapter 1202.

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*See Administrative Services Department[11]

◇ Two ARCs